



Minutes of the special meeting of the Minden Town Board held on Monday, June 29, 2009 at the CVIC Hall, 1602 Esmeralda Avenue, Minden, Nevada, beginning at 7:00 p.m.

Board members present: Ross Chichester, Bob Hadfield, Dave Sheets, John Stephans, and Steve Thaler.

Staff present: Greg Hill, George Keele, Trish Koepnick, and Bruce Scott.

### **I. Meeting called to order by Chairman Sheets**

1. Pledge of allegiance led by Steve Thaler
2. Thaler/Stephans moved to approve the agenda as published. Mr. Sheets noted the main reason for the special meeting was related to the 30 day published notice requirement for the increase in water and trash rates.

### **II. Discussion and possible action by Town Board resolution to increase by 5% Town water service rates in all classes of water service, including out-of-service-territory contract rates, taking into consideration increases or decreases, as applicable, of materials costs, labor rates, insurance rates and other factors.**

Mr. Hadfield noted that we did not increase the rates a year ago in an effort to help the residents of the Town cope with a declining economy. He recognized that the economy has not improved but costs have gone up regardless of the economy.

Public comment: Bev Giannopoulos spoke representing other people in the community as well as herself. She requested that the amount be reduced to 3% for both the trash and water increase.

Mr. Chichester clarified that the reason for the increase is that at present we are using a portion of reserves to pay for operation and maintenance of the system. The goal is to be able to pay as we go with reserves and not pay interest to do major repairs.

Mr. Hadfield said that one of the biggest sources for the reserves was connection fees, and without development we have not gotten the water hookup fees that would normally pay for the replacement of the old pipes. If he had known what the economy would hold, he would have supported an increase last year.

Mr. Scott noted that \$28.95 a month is a great flat rate, and people in many other service areas would love to have our rates.

Hadfield/Chichester motioned to increase by 5% Town water service rates in all classes of water service, including out-of-service-territory contract rates, taking into consideration increases or decreases, as applicable, of materials costs, labor rates, insurance rates and other factors. Motion carried unanimously.

**III. Discussion and possible action by Town Board resolution to increase by 5% Town trash removal rates, both residential and commercial, taking into consideration increases or decreases, as applicable, of materials costs, labor rates, insurance rates and other factors.**

Mr. Hadfield said that the rate increase is justified based on comments in previous discussion for water rates; he noted that the price of gas is down from last year, but still considerably higher than the year before.

Hadfield/Thaler moved to approve by Town Board resolution to increase by 5% Town trash removal rates, both residential and commercial, taking into consideration increases or decreases, as applicable, of materials costs, labor rates, insurance rates and other factors. Motion carried unanimously.

Mr. Sheets thanked Bev for her comments.

**IV. Discussion and possible action on presentation by Jim Park, Town of Gardnerville manager, about responsibilities and duties of Gardnerville Town Manager in relation to the possibility of the Town of Minden hiring a Town manager. The possible action taken may include steps to create a job description and establish qualification parameters for a Town manager and related matters, but it will not include hiring a Town manager.**

Jim Park handed out a PowerPoint printout on his responsibilities as Town manager, and presented each board member with a wine glass for Thirsty Third Thursday. Main Street Gardnerville is doing wonders in the Town of Gardnerville with respect to these types of events.

Jim outlined his responsibilities as Town manager. Mr. Park said the most important education requirements of a manager are: having good framework knowledge of construction, budgeting experience, good people skills, and a college degree at a minimum. Attached to the record is the handout of his presentation.

Gardnerville Board Chairman Paul Lindsay spoke with high praise of how Mr. Parks functions in his position and how he is always looking for new ideas to improve the town. He could not imagine running the Town without a manager; it would be almost impossible for Gardnerville to function without this position.

Discussion included the state of the economy and the constraints of the property tax caps. Gardnerville has 5500 residents and 183 businesses. Mr. Hadfield noted his concern about perilous times and trying to get a handle on the timing for this job. He expressed appreciation for the outstanding information about the position. We need to continue working closely with Gardnerville. The biggest decision Minden is faced with is the question of the sphere of influence with Douglas County.

Mr. Thaler said the key to Gardnerville's success is frankness, honesty and openness. The Board turns Mr. Park loose and lets him do his job. It is obvious that he has a passion for Gardnerville. The Towns are not here to build kingdoms but to serve people.

Mr. Chichester is looking for the person that has a stake in the community as well as the job, and a work ethic that not too many people have these days. Heart, dedication and going the extra mile is more important than education. The presentation was very helpful to him.

Mr. Scott spoke of the Towns working more closely together with a lot of common interests. Mr. Keele noted that when this board started they were not doing nearly as much as they are now.

Public comment: Upon inquiry, Bev Giannopoulos was informed that Mr. Park spends roughly 85% of his time in the office and 15% with construction or in the field.

Mr. Hadfield is very concerned about the numbers and agrees with comments. At this time in the present economic climate, he does not feel comfortable bringing a manager on board. He believes that if you are smart you talk to the people involved and they can practically write grants for you. The salary would be a big hit at \$150,000.00 including benefits.

Mr. Stephans said he also had revenue concerns and was not in favor of a part time person. He believes that we should get qualifications going.

Mr. Chichester's biggest concern is the fact that in 18 months a new majority is voted in to Town board positions and it is an unknown what the board will be replaced with. A town manager on board will provide stability for the board in the transition. New members will probably not want to put in the time and dedication that the present board has given.

Mr. Thaler noted that our institutional knowledge will be going away and the Town's great need for continuity. Can we sustain the manager salary for 3-5 years until the economy comes back? Sometimes you have to do the right thing and not necessarily the most popular.

Mr. Sheets was not sold on having a temporary or interim position; after some issues are clarified with the county we would be better able to move forward.

Mr. Chichester and Mr. Thaler will work as a committee and customize the job description to fit the Minden needs. This will be put on for discussion again in September.

## **V. Staff Reports**

1. Mr. Sheets: Mr. Stephans and Mr. Sheets will meet with Minden Medical at their request to discuss the new concepts for the senior living center at the Carson Tahoe Medical Center site.
2. Mr. Keele gave an update on Gateway bankruptcy: Mr. Lowden was arrogant and has no motivation to do anything. Attorney for debtor was decent. Creditors include Anderson Engineering, Holiday Inn, and the Town of Minden. Mr.

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Lowden is waiting for someone to take over the site, which might lead to quite a low quality project. We have tremendous potential to create a brainstorming opportunity; in the meantime we need to explore any options for getting the site cleaned up.

3. The La France fire truck is no longer welcome in fire station. Mike Gilbert is keeping it in storage for us until we can find another place for it. The volunteers also gave the Town the old panel truck and Henry Dreyer will be storing that for us.

Chichester/Stephans moved to adjourn the meeting at 9:21 p.m. Motion carried unanimously.